

NARANCA MANOR OWNERS ASSOCIATION

BOARD OF DIRECTORS CANDIDATE NOMINATION FORM

Annual Meeting – November 18, 2024

Any member of NARANCA MANOR OWNERS ASSOCIATION that is interested in running for a position on the Board of Directors are requested to please complete and submit the **“Candidate Nomination Form”** by **September 1, 2024**, to ensure that your name will appear on the ballot. The candidate’s name and statement provided on the Candidate Nomination Form will be included with the election ballots provided to the membership. Please be advised your personal information will be kept confidential.

Those individuals elected to the Board of Directors will be tasked with establishing and enforcing the policies under which your association is operated. In accordance with Association Bylaws the members shall elect THREE (3) Director(s) to a term of ONE (1) year(s).

Name _____ Current Board Member? _____

Address _____ Years Lived at Property _____

Phone # _____ Email _____

Please provide a brief statement outlining your qualifications to serve on your association’s board of directors and provide information on why you would be a valuable asset to represent your community. Include items such as occupation, experiences, outside activities, and vision. This information will be shared with your community to help determine who serves on its board of directors. **(You may attach a separate sheet if needed)**

BOARD RESPONSIBILITIES: The general duties for directors are to enforce the association’s governing documents, collect and preserve the association’s financial resources, insure the association’s assets against loss, and keep the common areas in a state of good repair. To fulfill that responsibility, directors must:

- ✓ regularly attend board meetings,
- ✓ review material provided in preparation for board meetings,
- ✓ review the association’s financial reports, and
- ✓ make reasonable inquiry before making decisions.

Please Return This Form No Later Than September 1, 2024

MAIL TO: NARANCA MANOR OWNERS ASSOCIATION
C/O HOA Elect CA, LLC
6161 El Cajon Blvd. Suite B437
San Diego, CA 92115

Questions Call: 855-701-VOTE (8683)
Or EMAIL TO: Support@HOAElectCA.com
Or ONLINE AT:
www.HOAElectCA.com/associations/nmoa24



NARANCA MANOR OWNERS ASSOCIATION ELECTION RULES

SECTION 3 - QUALIFICATION OF NOMINEES FOR DIRECTOR ELECTIONS

3.1 Only persons who are members of the Association may be a nominee for election. If title to a Unit is held by a legal entity that is not a natural person, the governing authority of that legal entity shall have the power to appoint a natural person to be a member for purposes of being a nominee for election to the Board.

3.2 No member may be a nominee if that member discloses, or if the Association is aware or becomes aware of, a past criminal conviction that would, if the member was elected, either prevent the Association from purchasing the insurance coverage required by Civil Code section 5806 or terminate the Association's existing insurance coverage.

3.3 A member who is more than sixty (60) days delinquent in the payment of regular and special assessments (not including nonpayment of fines, fines renamed as assessments, collection charges, late charges, or costs levied by a third party) is not qualified to be a nominee. Likewise, a director shall not be more than sixty (60) days delinquent in the payment of regular and special assessments. A member shall not be disqualified for failure to be current in payment of regular and special assessments if either of the following circumstances is true:

3.3.1 The member has paid the regular or special assessment under protest pursuant to Civil Code section 5658.

3.3.2 The member has entered into a payment plan pursuant to Civil Code section 5665 and is in compliance with that plan.

3.4 Prior to disqualifying any member from being a nominee, the Association must offer the member an opportunity to engage in internal dispute resolution pursuant to Civil Code section 5900 et seq.

3.5 Sitting Directors are subject to the same requirements as nominees.

SECTION 4 - NOMINATION OF DIRECTORS

4.1 The Association shall provide general notice of the procedure and deadline for submitting a nomination at least thirty (30) days before any deadline for submitting a nomination. Individual notice shall be delivered pursuant to Civil Code section 4040 if individual notice is requested by a member.

4.2 The Association shall seek nominations for candidates for election by making available a "Candidate Nomination Form". All members desiring to run for a position on the Board of Directors or members who wish to nominate other members must complete the Candidate Nomination Form and return the completed Candidate Nomination Form and any accompanying materials to the Association within the time prescribed on the Candidate Nomination Form. If nominating another member, that nominee's written consent is required and must be returned with the Candidate Nomination Form.

4.3 The Association shall retain a candidate registration list containing the names and Unit addresses of the candidates nominated for Board election, and shall permit members to verify the accuracy of their individual information on the candidate registration list at least thirty (30) days before the ballots are distributed. The Association or member shall report any errors or omissions on the candidate registration list to the Inspector of Election who shall make the corrections within two (2) business days. (Civil Code § 5105(a)(7))

4.4 The Candidate Nomination Form submitted by each candidate may be posted on the Association's website and emailed to members who have consented in writing to receiving Association communications by email. The Candidate Nomination Form submitted by each candidate may be enclosed with the ballot for the election and mailed at least thirty (30) days prior to the meeting. Candidate Nomination Forms and accompanying materials that are received after the time prescribed on the Candidate Nomination Form may not be enclosed with the ballot for election. Nor will late Candidate Nomination Forms be posted on the Association's website or emailed. The Association will not edit the content of these forms, but will publish a general statement of non-responsibility for the content of all published forms. Any candidate can request in writing that his/her form not be published as provided herein and the Association will honor any such request received prior to the date of publication of all forms if publication occurs.

4.5 Except as provided in Paragraph 4.4, no Candidate Nomination Form or other editorial or campaign material will be published in the Association's newsletter or other Association media.

4.6 Nominations for election to the Board of Directors may also be made from the floor during the meeting of the membership or the Board. Write-in candidates are permitted.